

GENERAL MEDICAL 8.0

Peer Review -- 8.6

Professional Supervision -- 8.6.a

Date Issued: December 31, 1998

Date Last Revised: March 23, 2011

Signature:



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POLICY

All professional staff delivering direct patient care in health department settings are to have another professional in their line of review. In the case of midlevel providers (advance practice nurses/practitioners), dental hygienists and physicians/dentists, a physician/dentist will be included in the line of review. In the case of Regional Health Officers or Regional Dental Directors, the Bureau of Health Services Medical Director or Dental Director, respectively, or their designee, will be included in the line of review.

APPLICABILITY

This policy applies to all Local Health Department, Regional and Central Office Advance Practice Nurses /Practitioners, Public Health Nurses, Dental Hygienists, Dentists, and Physicians who deliver direct patient care in health department settings. This policy will not apply to non-state physicians and dentists working in CSS clinics.

PURPOSE

To assess and improve the quality of medical and dental care delivered to health department patients.

PROCEDURE

At a minimum, all physicians and dentists who deliver direct patient care in health department settings will be reviewed once a year. New physicians and dentists, including those under contract, must be reviewed after the first four (4) months of employment.

Review of the physician/dentist by the supervisory physician/dentist will assess both the current professional capabilities of the physician/dentist and the supervisory capabilities in overseeing the performance of midlevel providers or dental hygienists under their supervision. Professional competency of the physician/dentist will be assessed by means of both chart review and direct clinical observation of performance. Supervisory competency of the physician/dentist will be assessed by review of charts of midlevel providers or dental hygienists supervised by that physician/dentist. Additionally, interviews will be held with a sample of midlevel providers or dental hygienists to further evaluate the supervisory competency of the physician/dentist being reviewed. The number of charts reviewed, as well as the amount of time spent observing clinical performance and interviewing staff, will be at the discretion of the supervisory physician/dentist.

To insure input from any county director of any county in which the physician/dentist provides services, the first line supervisor must request written input on administrative issues from county directors. This written input is to be kept on file and discussed with the physician/dentist. When there is a problem, the county director from the county (where there is a problem) should be present for the performance evaluation and the development of a plan for improvement. This, too, should be documented in the performance evaluation. When the County Director and Regional Medical/Dental Director cannot reach consensus concerning the rating or the plan for improvement of a physician/dentist, the Regional Director, in consultation with the Bureau of Health Services Medical/Dental Director, will make the final decision.

As a component of the professional supervision process, a physician must be included in the line of review for advance practice nurses/practitioners, and a dentist must be included in the line of review for dental hygienists. These reviews will also take place once a year, at a minimum, and after the first four (4) months of employment for new hires. The frequency of review and sign-off on charts of midlevel providers and dental hygienists, as well as other matters related to their supervision, will adhere to existing state rules and regulations.

Completion of required CME/CDE credits will be assessed during the performance review process.

Regional Health Officers/Dental Directors will be responsible for reviewing all health officers, dentists, and clinical physicians in their region. Regional Health

Officers/Dental Directors providing clinical services will be reviewed by a physician/dentist of the Bureau of Health Services Central Office.

All reviews will be physician/dentist specific, not related to a site. Results of all reviews will be discussed with the physician/dentist, documented and placed in their personnel file.

All new Public Health Nursing staff (NA's, LPN's, RN's, APN's) will complete the Public Health Nursing Standardized Orientation. Reviews and evaluations of all nursing staff will be conducted according to state rules and regulations.

REFERENCE DOCUMENT

Health Related Boards Rules and Regulations

OFFICE OF PRIMARY RESPONSIBILITY

Office of the Medical Director, Bureau of Health Services, (615)741-7305